**Bio-Data**

**Name : BIJI MATHEW**

**Permanent Address : MUDIYILETH (H)**

**: PANATHUR (PO)**

**: PANATHADY**

**: KASARAGODE (DIST)**

**Email Id :** [**bijimathew12@gmail.com**](mailto:bijimathew12@gmail.com)

**Personal Profile**

**Father’s Name : M.P MATHEW**

**Date of Birth : 07/08/1989**

**Gender : Female**

**Religion & Cast : Christian**

**Nationality : Indian**

**Marital Status : Single**

**Contacts : 9633989067, 8590301040**

**Languages Known : English, Malayalam and Telugu**

**Educational Qualification**

**Plus Two COMMERCE**

**Bcom (course completed)**

**Computer Qualification**

**\* Tally (Sree sankaracharya computer center Kannur)**

**\* Microsoft office Excel**

**\* Microsoft Word**

**\* Adobe Photoshop**

**Technical Skills**

**Well versed with MS office (MS Word, MS Excel, etc)**

**Experienced in working on Tally 9.0**

**Experience**

**1.) Accountant**

**(White Metal traders, Kochi) 2011 to 2012**

**2.) Accountant**

**(Sree Gokulam Exports & imports India p ltd) 2012 Jan to 2012 December**

**3.) Senior Accountant**

**(Ashly Aluminum Cheranallor – 2013 Jan to Present)**

**Declaration**

**I here by declare that all the above information are true and correct to the best of my knowledge and belief.**

Place: Edappilly **BIJI MATHEW**

Date: 31/05/2015